

VILLAGE OF WALES UTILITY DISTRICT #1 MEETING – January 11, 2016

Chairman, Jeffery Flaws, called the Utility District meeting to order at 7:00 p.m.

Members Present: Jeff Flaws, Eugene Mayernick, John Reinbold, John Meyer and Neal Wiebelhaus

Also Present: Clerk Tamez; Henry Elling, Village Consultant; Steve Hanson and Jerry Taylor, SEH Engineers; and Scott Hussinger

Excused: Risa Kuhlman and Wolfgang Hemschik

Clerk Tamez noted that proper notice of this meeting had been posted in accordance with the open meeting laws of the State of Wisconsin.

**PUBLIC COMMENTS**

No comments were received.

**APPROVAL OF MINUTES**

Commission members approved the minutes of the Utility District #1 meeting of December 14, 2015 and December 22, 2015 and waived reading thereof on a motion by Commissioner Reinbold, second by Commissioner Wiebelhaus, passed.

**SANITARY SEWER STATUS UPDATE—SEH ENGINEERS**

Steve Hanson updated the Board on the Status of Phases 1 through 6. The go live date has changed and we are now looking at the week of January 25<sup>th</sup>. There is a leak at the lift station that will be taken care of. The pumps will also be installed as soon as weather permits. The Engineers will keep us updated.

**DRAFT LETTERS FOR CONNECTION TO SANITARY SEWER AND CHECKLIST**

Members reviewed the final draft letters and sample checklist. The letter to property owners in the Lincolnshire development who will hook up immediately will be sent out later this week. The letter for everyone else informing them of the start date for the 1-year period within which connection is mandated is also ready and will be sent out as soon as the sanitary sewer is operational. The checklist will be sent with the letters.

**SPECIAL ASSESSMENT PROCESS INFORMATION TO DISTRIBUTE TO PROPERTY OWNERS**

Henry Elling will send a draft special assessment information letter for us to work with to send to the property owners to explain the process and offer them options.

**MISCELLANEOUS ITEMS**

1. Work on charges to be included with special assessment charges.
  - a. Impact fee
  - b. Connection fee
  - c. Install fee
  - d. Any others??

**ADJOURNMENT**

The meeting adjourned at 7:52 p.m. on a motion by Commissioner Wiebelhaus, second by Commissioner Mayernick, passed.

Submitted by:  
Gail E. Tamez, Clerk